



FY2011 (7/1/10 – 6/30/2011) Annual Work Plan Wahkiakum Conservation District

For More Information: Darin Houpt, 360-425-1880, ccddmgr@teamelect.com



Mission of the Wahkiakum Conservation District

- The mission of the Wahkiakum Conservation District is to protect and improve the natural resources of the District and to guide resource development and use to provide the highest quality of life for present and future citizens.

Natural Resource Priorities and Goals:

- To coordinate the delivery of, and maintain the District's capacity to provide technical assistance to landowners within the district promoting sound resource management.
- On an annual basis, provide technical assistance to walk-in and call-in customers, provide at least 30 site visits and prepare a minimum of 5 conservation plans that make efficient and effective use of the landowners' resources, current financial assistance programs, and technical assistance from our conservation partners.
- Continue to develop and secure funding to assist watershed communities with planning and implementation on a watershed level.
 - By June 2011, have designed and implemented the outlet structure for the Historic Skamokawa Creek Restoration Project and have assessed scope, designed, permitted, and solicited bids for implementation of practices to correct interior hydraulic conveyance issues (2 undersized culverts).
 - By November 2010 have planned and designed projects for 2 landowners funded through the 2009 GSRO grant cycle whom are participating in the Skamokawa Creek Community Watershed Project.
 - By June 2011, have completely implemented conservation plans for the Case project site and the Pollard and Falk creek portions of the Turner project site; and have generated plans for two additional landowners; and have hosted at least 2 additional community meetings within the Skamokawa Creek Community Watershed Project.

Information – Education Priorities and Goals:

- Continue providing community service activities and promote an understanding of land use through sponsorship of forums, meetings, training sessions, participation in local natural resources oriented events, and use of local media.
- By June 2011, the District will have successfully partnered to conduct annual education/outreach activities including regional Envirothon, county fair, and our annual dinner meeting.
- By June 2011, the District will have conducted at minimum two meetings with landowners participating in the Skamokawa Creek Community Watershed Project.
- By June 2011, the District will have hosted one community wide outreach meeting.

District Operations Priorities, Goals & Funding Sources:

- By June 2011, the district will have completed effective and efficient operations including accounting, grant vouchering, personnel management, Supervisor elections & appointments, training & development, and annual planning and reporting.
- Wahkiakum Conservation District will have a successfully managed public money from the following sources:

Washington State Conservation Commission:	Conservation Reserve Enhancement Program, Livestock Management, and Farm Plan Implementation.
Governors Salmon Recovery Office	Skamokawa Creek Community Watershed Project, Skamokawa Creek Community Watershed Project, Skamokawa Creek Demonstration Project, Historic Skamokawa Creek Restoration, Walters Stream Restoration, and Turners Stream Restoration Project
Family Forest Fish Passage Program	Flohr FFFPP Project
Washington State Department of Ecology	Direct Implementation Funds for the Skamokawa Community Watershed Project

Program Area:

District Operations

Goal(s):

To maintain effective and efficient operation including accounting, grant administration, personnel management, and implementation of district policies.

Funding Source(s):

The principal funding sources for this program include WSCC implementation, WSCC CREP, WSCC LV, and GSRO grant funds.

Activities for FY2011	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
District Operations				
Submit grant vouchers and misc. grant paperwork as required.	Monthly	Mgr/BK	6/60	
Prepare business information for Board meetings/Board Meeting	Monthly	Mgr/BK/RT	6/36/6	
Mid Month AP/AR	Monthly	Mgr/BK	2/24	
Annual Plan of Accomplishments	9/1/2010	Mgr/BK	2/1	
Submit reports as required (quarterly and semi annual reports)	10/15/2010	Mgr/BK	2/2	
3 rd Quarter	1/15/2011			
4 th Quarter	4/15/2011			
1 st Quarter	7/15/2011			
2 nd Quarter	10/2010			
Prepare Southwest Association Meeting	10/2010-4/2011	Mgr/BK	.5/2	
Prepare for and conduct annual election	10/2010-11/2011	Mgr/BK	.5/5	
Arrangements to participate in WACD Annual Meeting	1/2011-5/2011	Mgr/BK	.5/5	
Continue to prepare and submit grant applications as needed	5/1/2011	Mgr/BK	15/1	
Prepare annual plan of work/review Long Range Plan	5/1/2011	Mgr/BK	1/1	
Complete and submit annual financial report	5/1/2011	Mgr/BK	1/10	
Complete internal audit	3/1/2011	BK	5	
Apply for Basic Funding	5/1/2011	Mgr/BK	1/5	

Program Area: Watershed Management

Goal(s): Continue to develop and secure funding to maintain the District's capacity to assist watershed communities with planning and implementation on a watershed level.

Funding Source(s): The principal funding sources for this program includes WSCC implementation and Governors Salmon Recovery Office.

Activities for FY2011	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding
Watershed Management Planning and Implementation				
<u>Mill/Abernathy/Germany Subbasin (shared WS with Cowlitz CD)</u> Continue to initiate CRM process in cooperation with the Lower Columbia Fish Recovery Board and the Department of Ecology Intensively Monitored Watershed program in the Mill, Abernathy, and Germany Creek community watersheds	June 2011	Mgr/RT	3/2	
Implement the Strom/Davis Stream Restoration Project	October 2010	Mgr/FB	2/2	
<u>Skamokawa Creek Community Watershed Project</u>				
Implement the Case Conservation Plan (CREP, fences, alternative water, lwd placement and livestock crossing)	May 2011	Mgr/FB/RT	5/5/5	
Implement the Faulk Creek and Pollard creek aspects of the Turner Stream Restoration project site	October 2010	Mgr/FB/RT	10/10/5	
Initiate planning, design, and funding phase with a least two more of participating ownerships (Baldwin, Ledtke, Stewart, or Videan)	June 2011	MGR/RT/	10/5/5	
Apply for project funds for a minimum of three project sites during the 2011 funding cycle	June 2011	Mgr	15	
<u>Historic Skamokawa Creek Project (Dead Slough)</u>				
Complete implementation of phase II; Outlet structure	October 2010	Mgr/PE	1/5	
Design and permit phase III Of the Historic Skamokawa Creek Restoration Project	2/2011	Mgr/PE	5/10	
<u>Noxious Weed Management</u> Establish effective partnership with Wahkiakum County Weed Board and coordinate delivery of noxious weed program initially targeting Japanese Knotweed in the Skamokawa Creek WS	6/11	Mgr/Brd		

Program Area: Technical Assistance

Goal(s): To coordinate the delivery of and maintain the District's capacity to provide technical assistance to landowners within the district promoting sound resource management.

Funding Source(s): The principal funding sources for this program includes WSCC implementation, GSRO, and DOE CCWF.

Activities for FY2011	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding
Technical Assistance				
<u>Conservation Reserve Program</u> Provide continued technical assistance to maintain four CREP contracts (4 sites-60 acres)	Ongoing	Mgr/RT/BK	2/7/2	
Provide planning assistance to two landowners with new contracts to plan and implement CREP and provide assistance to three additional landowners interested in the program by assisting with getting them enrolled in the program, conducting site inventory, preparing management plans, and implementing plans (5 additional anticipated)	6/2011	Mgr/RT/BK	5/10/1	
<u>Livestock management assistance</u> Provide assistance to livestock operations as needed (2 operator anticipated).	6/2011	Mgr/RT/BK	2/5/2	
<u>Fish Passage Projects</u> Provide assistance to landowners and agencies to support applications for family forest fish passage project. Activities include conducting barrier assessments and generate project cost estimates. Implement the Flohr FFFPP Project Utilize regional culvert inventory database and GIS application to inform forest land manager about the FFFPP program and inform agriculture and rural residential landowners about opportunities to correct fish passage through the GSRO process	6/2011 October 2011 6/2011	Mgr/RT/BK Mgr/PE MGR/FBio/RT	3/8/1 5/10 5/100/200	
<u>General technical assistance</u> Assist walk-in/cal-in customers with technical assistance needs. Typically over 50 per year Assist a minimum of five landowners with the development of plans. Explore opportunities to re-establish a sw Washington forestry position	6/2011 6/2011 6/2011	Mgr/RT/BK Mgr/RT/BK	9/10/20 10/10/5	
SWPE Continue to administer the SW Region PE position	6/2011	Mgr/BK		

Program Area: Information, Education, and Outreach

Goals: Continue providing community service activities and promote an understanding of land use through sponsorship of forums, meetings, training sessions, participation in local natural resources oriented events, and use of local media.

Funding Source(s): The principal funding sources for this program is WSCC implementation funds.

Activities for FY2011	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding
<u>Education/Outreach</u>				
<u>Wahkiakum High School</u> Continue to provide assistance to Wahkiakum High School with technical assistance to conduct field assessments, implement best management practices.	6/2011	Mgr/RT	1/1	
<u>Coached Planning Workshops</u> Partner with Department of Natural Resources and Cooperative Extension to host local workshops	6/2011	Mgr	1	
<u>Envirothon</u> Participate in regional Envirothon	5/2011	RT/BK	1/3	
<u>Wahkiakum County Fair</u> Participate in the county fair by developing and displaying an exhibit in the natural resource building. Cooperate with building exhibitors to foster a cooperative effort to manage the building and draw in fair-goers.	8/2010	Mgr/RT/BK	.5/1/5	
<u>Miscellaneous Activities</u> Continue to participate when possible in local activities oriented around natural resources (e.g. earth day celebrations, classroom partnerships, and assistance to student groups for tree planting days, and annual tree sale).	6/2011	RT/BK	2/3	



FY2011 Annual Budget Wahkiakum Conservation District

Salaries and Benefits		
	District Operation	\$30,000
	Watershed / Technical	\$165,000
	Education/Outreach	\$10,000
Facilities		\$30,000
Vehicle		\$3,000
Equipment		\$5,000
Travel		\$2,500
Misc. Goods/Services		\$5,000
Estimated Operating Budget		\$250,000
SW Region PE		\$70,000